



APPLEGATE FIRE DISTRICT

1095 UPPER APPLEGATE RD. JACKSONVILLE, OR 97530

PHONE: 541.899.1050 FAX: 541.899.9314

Indefinite Delivery, Indefinite Quantity (IDIQ) Fuels Management Treatments REQUEST FOR PROPOSALS (RFP)

PROJECT NAME:

Applegate Valley Fuels Management Task Force Implementation

PROJECT LOCATION

Various locations, with a primary performance area within The Applegate Valley. Contractors may be called upon to perform work outside of the fire district within Josephine and Jackson Counties in the State of Oregon.

ISSUE DATE:

10/1/2025

PRE-BID TOUR DATE:

Applegate Fire shall conduct a hosted pre-bid tour of representative fuel types and terrain identified for treatment within the Applegate Valley Fuels Management Taskforce Implementation 2025 project. The tour will take place on **Wednesday, October 22, at 1:00 pm** at the Applegate Fire District Training Building, located at 1095 Upper Applegate Road, Jacksonville, Oregon 97530. An RSVP is recommended but not required to: Brian Mulhollen, COR at (541) 890-7359 or bmulhollen@applegatefd.com

PROPOSAL DEADLINE:

11/3/2025, at 5 pm Pacific Time

DELIVER PROPOSAL TO:

Applegate Fire District

Tallie Jackson, Administrative Chief

1095 Upper Applegate Road

Jacksonville, Oregon 97530.

*****OR***** send to:

tjackson@applegatefd.com

PROJECT OVERVIEW

Introduction

The Applegate Fire District is inviting proposals until 5:00 pm, Pacific Time on November 3 for a service contractor to provide fuels management treatments along roadways that act as essential emergency egress routes for residences affected by wildland fire. The treatment area will also include acres of dense vegetative fuel loading

PROUDLY SERVING
The Applegate Valley

near structures and forested landscapes on private and public land that share a standard parcel line with community members. The Applegate Fire District provides treatment implementation and technical assistance to landowners, helping to reduce wildfire risk on their properties and adjacent public lands through mechanical fuel reduction and similar activities, funded through various grant sources. This contract will cover a 200-day field season, with a tentative start date of November 15, 2025, and extending through 2026, as conditions allow. The contract has potential for extensions as additional funding levels may be added to the AVFMT project. The option for extension is contingent upon the project's funding levels and the contractor's performance, meeting project standards and pre-determined expectations.

Project Goals

In this project, the goal of the Applegate Fire District is to reduce the risks and impacts of catastrophic wildfire within the Wildland Urban Interface (WUI) of rural communities of the Applegate Valley, and to alter hazardous fuel loading on private land parcels around inhabited structures, roads, or shared parcel lines with U.S. DOI Bureau of Land Management and U.S. Forest Service held parcels. The treatments will enhance defensible space around structures and essential infrastructure, improve the travel of roadways as emergency egress routes in the event of a wildland fire, and provide a modified fuels treatment across private and public land ownership boundaries. The Treatment prescriptions will be designed to address the project's complementary set of objectives, reducing the risk of wildfire in the community while improving forest health and resilience.

Treatment Approach

- Reduce or re-arrange fuel loading near roadways, within 100' of structures, and along shared linear parcel lines between public and private land holdings identified as "project area" by the COR.
- Re-arrange ladder fuels by limbing up dominant trees, removing fuel from the basal area of standing flammable vegetation, utilizing a chainsaw or pole saw.
- Prioritize and mitigate dead or decaying hazard trees that pose an imminent risk to public and firefighter safety within the identified project area.
- Additional treatment concepts found in Oregon State University's EM 9087, A Land Manager's Guide for Creating Fire-Resistant Forests.

Contractor Requirements

The Applicant must be able to work independently and with minimal oversight, while maintaining communication with the Applegate Fire District's appointed Contracting Officer Representative (COR) to ensure that timelines and specifications are followed. The Applicant will document the work performed and generate a map of the completed treatment area, a requirement to ensure regulatory and grant compliance by the Applegate Fire District. The selected contractors' work must comply with all applicable County, State, and Federal laws.

Insurance Requirements

Insurance Type Minimum Amount

Worker's Compensation in an amount no less than required by law

General liability \$1,000,000 per occurrence, \$2,000,000 annual aggregate with Auto liability at \$1,000,000 combined single limit

The Applicant shall provide proof of insurance, but only if selected for a particular service contract; no proof of insurance is required at this point.

DETAILED SCOPE OF WORK

Once selected, the awarded contractor will work with AFD staff to perform the following scope of work:

- i. Ensure the safety of personnel, the public, and the serviceability of the provided, district-owned equipment.
- ii. Coordinate with the COR and Landowner before treatment implementation.
- iii. Incorporate all methods outlined in the provided, written treatment prescription and execute the "notice to proceed" issued for each project.
- iv. Contractor shall provide the method of fuel treatment, as outlined in their proposal, consisting of hand or mechanical treatments as requested by the Contracting Officer representative (COR)
- v. Manage landowner concerns and communications throughout the project while conveying concerns to the COR.

Treatment Prescription

Within the Applegate Valley, a very ecologically diverse eco-region, treatment prescriptions and methods can change frequently in a relatively small spatial area. The written prescription shall include unit-specific treatment information detailing the procedures and severity of treatment that will be implemented.

For this project, general prescription parameters have been developed through standard industry practices and findings of USDA Governmental Technical Reviews (GTRs) and technical documents from biological science-based institutions.

For an acre of treatment, multiple contractors may be utilized for other specific treatments such as hand work or hazard tree mitigation. Those contractors would prepare vegetation for treatment under this contract, and the prescription and directed actions would be:

- 1) Perform mechanical mastication on a concentrated area of vegetation, previously piled and prepared for a mechanical masticator in the form of a "wind row", or implement a prescription

where the operator selects the vegetation to be treated. The Contracting Officer Representative must approve the forestry masticator offered for use in the contract.

- 2) In areas selected for full use or a combination treatment, the contractor would provide a forestry hand crew to manually sever and pile vegetation for burning, mastication, or prepare vegetation for mechanical removal by the Applegate Fire District.
- 3) In cases where the contractor is responsible for implementing the prescription, vegetation smaller than 8 inches in diameter shall be reduced by 80 percent. Individual stand spacing of 15 to 20 feet from surrounding vegetation would be obtained.
- 4) The contractor may be working alongside state and county roads and will need to comply with Oregon State Law governing traffic control as needed.
- 5) To be considered, contractors can offer multiple or single treatment method capabilities.
- 6) Groupings of conifers or large shrubs may be left intact, favoring Douglas Fir, Ponderosa Pine, Cedar, Sugar Pine, and legacy white leaf Manzanita, where directed by the COR.
- 7) Stand density in sub-successional shrubs or Forbes shall be reduced by 80 percent,
- 8) The spread of noxious weeds shall be prevented by using washing equipment before operating in a new location.

BUDGET AND FEE STRUCTURE REQUIREMENTS

Indefinite Delivery, Indefinite Quantity (IDIQ) Contract

An IDIQ contract is a flexible contract agreement that provides for an undefined quantity of supplies or services during a fixed period of time. Orders for actual performance or delivery are placed as needs arise through task orders issued under this contract.

Project Budget and Scope

The total budget for each year of the performance period is undetermined; however, we expect the awardee to achieve approximately 150 acres of completed treatment within the performance period of the contract. Contractors should propose how they will maximize value and deliverables within their proposed fee structure.

Required Fee Structure Proposal

In your proposal, provide a clear breakdown of your fee structure, including:

Treatment Implementation:

- Rate for services per completed acre, including transportation to the pre-identified project location (provided at least 48 hours in advance) within Jackson or Josephine Counties in Southern Oregon.
- The offered rate would be all-inclusive of personnel, transportation, personal protective equipment, drinking water, emergency communication, and any other items required by State and Federal law.

Company Capacity

Please describe your company's ability to work with landowners, Contracting Officers, and their representatives within a project area. The description should include how you propose to:

- i. Manage implementation of treatments (in-house crews vs. subcontracted work)
- ii. Manage landowner concerns and communications.
- iii. Track and document progress to ensure timely completion of deliverables.
- iv. Mitigate Hazard trees
- v. Ensure quality control of the work.
- vi. Handle any notice of non-compliance.

Evaluation Procedure

Proposals that conform to the proposal instructions will be evaluated by the CO, using the evaluation criteria identified below. The CO may request interviews with the company representative before final selection. The Applegate Fire District may contact references provided by the Applicant during the selection process.

Evaluation Criteria

The following criteria will be used in the evaluation of the proposals:

SELECTION CRITERIA	DESCRIPTION OF CRITERIA	PERCENTAGE OF SCORE
A. Company Information & Experience	Provide details on the Applicant's experience implementing fuel treatment prescriptions, working in a variety of fuel types, addressing the concerns and expectations of landowners, and obtaining project deliverables.	20%
B. Company References	Endorsement of a previous client (private or agency) of The Applicant's ability to implement fuel reduction successfully	15%
C. Company Capacity	Detailed list of employees and qualifications, plan to utilize subcontractors (if applicable), and a description of Applicant's established/proposed systems to monitor progress, ensure work quality, and manage invoices	15%

D. Project Approach to Safety and attention to prescription	Describe how work will be completed (in-house crews or subcontracted), and what oversight will be in place to ensure quality control on multiple project sites simultaneously. Please list the specific service that you wish to offer. For mastication, please list the particular equipment model numbers and types, e.g., skid steer and cutting head details, track type, size, and any other available attachments.	40%
E. Pricing	Provide a fee structure that lists a completed price per acre.	10%
TOTAL		100%

Selections for the individual service contracts will be made based on the Applegate Fire District's interpretation of "best value," which includes but is not limited to: bids for proposed work, experience with that particular category of service, staffing and/or mobilization capability, available equipment, and the ability to provide the service during an appropriate time frame.

Limitation and Award

This RFP does not commit the Applegate Fire District to the award of a contract, nor to pay any costs incurred in the preparation and submission of proposals in anticipation of a contract. The Applegate Fire District reserves the right to waive minor irregularities, accept or reject any or all proposals received as a result of this request, negotiate with all qualified sources, or cancel all or part of this RFP.

Conflict of Interest

An Applicant filing a proposal thereby certifies that no officer, agent, or employee of the Applegate Fire District has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of the Applicant; that the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Applicant for the same call for proposals; the Applicant is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

Equal Employment and Nondiscrimination Clause

In accordance with Federal law, The Applegate Fire District is prohibited from discriminating based on race, color, national origin, age, disability, sex, gender identity, religion, reprisal or retaliation for prior

civil rights activity; and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the AFD. The AFD is an Equal Opportunity Employer.

AFD reserves the right to reject any proposals not in compliance with all prescribed public bidding procedures and requirements, reject for good cause any proposals upon the finding that it is in the public interest to do so, and waive any informalities. Incomplete proposals may be rejected at the discretion of AFD.

For technical questions regarding this RFP, please contact:

Brian Mulhollen, Fire Marshal / Division Chief

(541) 890-7359 bmulhollen@applegatefd.com

Any other related questions, please contact:

Tallie Jackson, Administrative Chief

(541)899-1050 tjackson@applegatefd.com

By completing and signing this proposal, the Applicant acknowledges that:

No officer, agent, or employee of Applegate Fire District has a pecuniary interest in this proposal or has participated in contract negotiations on behalf of AFD; the proposal is made in good faith without fraud, collusion, or connection of any kind with any other Applicant for the same call for proposals; and the Applicant is competing solely in its own behalf without connection with, or obligation to, any undisclosed person or firm.

Applicant Information:

Name of Applicant: _____

Name of Authorized Representative: _____

Title of Authorized Representative: _____

Signature of Authorized Representative: _____

Date: _____

Include a signed copy of this page with the submitted proposal.